

Agenda

1. Roll call and call to order.
2. Invocation - Shawn Nunley, and Pledge of Allegiance - Brian Moore.
3. Recognitions - Sterling STAR Awards (Highest GPA and no discipline referrals) - Katie Hergenrether, Cooper Milam, Konnor Nading, Michael Childress, Warren Childress, Landry Curry, Bella Lile, Haylee Mindemann, Zachary Moore, Kaleb Nading, Ryan Garrett, Hayden Lorentz, Kinlee Alvarado, Jacob Dubois, Ellie Pierce, Autumn Whiataker, Katie Milam, Rylee Garrett, Jada Huitt, Lanie Merritt, Riley Lile, Trace Haggerty, Amira Papp-Cservenak, Kaden Harris, Kalleigh Budd, Kayden Wilson, Grace Milam, John Hergenrether, Jayden Huitt, Jena Williams, Blakely Bridges, Amelia O'Daniel, Cierra Roberts, Lathan Merritt, Alyssa Haggerty, Jadyn Nunley, Aubree Smith, Lara Quickle, Deago Frederick, Brady Bridges, Presleigh Bowles, Reese McGuire
4. Discussion/Approval Items
 - 4.1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:
 - 4.1.1. Approve minutes of the previous meetings.
 - 4.1.2. Approve financial statements.
 - 4.1.3. Approve transfers within activity account.
 - 4.1.4. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.
 - 4.1.5. Approve activity accounts.
 - 4.2. Vote to convene into executive session to discuss the re-employment of the secondary and elementary principals for the 2021-2022 school year. : 25 O.S. § 307 AB1
 - 4.3. Acknowledge the return of the Board to open session and read the executive session compliance statement.
 - 4.4. Discussion and possible vote to approve the re-employment of Marty Curry as Secondary Principal for the 2021-2022 school year.
 - 4.5. Discussion and Possible vote to approve the re-employment of Trent Parrish as Elementary Principal for the 2021-2022 school year.
 - 4.6. Discussion and possible vote to approve the proposed calendar for the 2021-2022 school year.
 - 4.7. Discussion and possible vote to approve the contract with Dr. Pepper-Royal Crown Bottling Co. for 2021-2022.

- 4.8. Discussion and possible vote to approve the 2020-2021 audit and engagement letter for \$5,200.00 with Sanders, Bledsoe, and Hewett.
- 4.9. Discussion and possible vote to adopt policy FFACC and FFACC-P, concerning Diabetes Management.
- 4.10. Discussion and possible vote to adopt policies FNF, FNF-R, GKA, GKA-E, BKBB, BKBC, DHAC, GBA, GBA-R, BBH, BFA, BJBE-R, BE-R2, DOAC, and DOCB.
- 4.11. Discussion and possible vote to declare 28 iPads as surplus.
- 4.12. Consideration, discussion, and possible action to award bid packages 1-4 and assign those packages to Joe D. Hall GC, LLC construction manager at Risk.
5. Administrative reports.
 - 5.1. Principal Reports
6. Superintendent report - Grants, Covid 19, School Safety, Maintenance, Hail Damage Repair
7. New business.
8. Vote to adjourn

Board Of Education Agenda- Regular Meeting

Thursday, January 14, 2021 7:00 PM

Sterling Public Schools Library, 400 S 2nd Street, Sterling, OK 73567

Attendance Taken at 7:00 PM.

Jeff Milam: Present

Brian Moore: Present

Shawn Nunley: Present

Candra Turpin: Present

Shannon Wilmeth: Present

Present: 5.

1. Roll call and call to order.
2. Invocation - Kent Lemons, and Pledge of Allegiance - Shannon Wilmeth.
3. Recognitions - Sterling School Board (Oklahoma School Board Appreciation Month)

4. Discussion/Approval Items

Consent Passed with a motion by Brian Moore and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.1. Consent agenda: All of the following items, which concern reports and items of a routine nature normally approved, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

4.1.1. Approve minutes of the previous meetings.

4.1.2. Approve financial statements.

4.1.3. Approve purchase orders and warrants for the following funds: general, building, sinking, and any change order list.

4.1.4. Approve activity accounts.

4.2. Vote to convene into executive session to discuss the evaluation of the superintendent for the 2020-2021 school year. 25 O.S. SEC .307 (B) (1).

Motion to convene into executive session to discuss the evaluation of the superintendent for the 2020-2021 school year. 25 O.S. SEC .307 (B) (1) at 7:07 pm Passed with a motion by Jeff Milam and a second by Shawn Nunley.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.3. Acknowledge the return of the Board to open session and announce executive session minutes compliance.

4.4. Discussion and possible vote to approve the action taken on the Superintendent's contract.
Motion to approve the action taken on the Superintendent's contract Passed with a motion by Shannon Wilmeth and a second by Jeff Milam.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.5. Discussion and possible vote to approve the TLE Qualitative Evaluation Waiver and Assurances as granted by the Oklahoma State Department of Education.

Motion to approve the TLE Qualitative Evaluation Waiver and Assurances as granted by the Oklahoma State Department of Education Passed with a motion by Jeff Milam and a second by Brian Moore.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.6. Vote to declare removed water fountains and the maintenance building air compressor as surplus.

Motion to declare removed water fountains and the maintenance building air compressor as surplus Passed with a motion by Jeff Milam and a second by Shannon Wilmeth.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.7. Discussion and possible vote to extend the unused Family First Corona Virus Response Act leave through the end of the school year.

Motion to extend the unused Family First Corona Virus Response Act leave through the end of the school year Passed with a motion by Shawn Nunley and a second by Brian Moore.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

4.8. Discussion and possible vote to accept Chisim Youngstedt as a volunteer coach upon completion of the OSSAA requirements.

Motion to accept Chisim Youngstedt as a volunteer coach upon completion of the OSSAA requirements Passed with a motion by Jeff Milam and a second by Shawn Nunley.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

5. Administrative reports.

5.1. Principal Reports

6. Superintendent report - Grants, School Safety, Maintenance, Hail Damage Repair, Mid Year Allocation and COVID 19 Money

7. New business.

No action taken on amending the Covid 19 School safety plan.

Shawn Nunley made a motion and a second by Brian Moore to approve raising the bus driver pay to \$60.00 / route.

8. Vote to adjourn

Motion to adjourn at 9:05 pm Passed with a motion by Jeff Milam and a second by Brian Moore.

Jeff Milam: Yea, Brian Moore: Yea, Shawn Nunley: Yea, Candra Turpin: Yea, Shannon Wilmeth: Yea

Yea: 5, Nay: 0

Chairperson

Superintendent

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 GEN FUND-FOR OP						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$368,046.91	\$281,983.16	\$86,063.75	\$0.00	76.62%	\$253,357.95
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$12,000.00	\$8,909.69	\$3,090.31	\$0.00	74.25%	\$267.22
Source - 1130 REVENUE IN LIEU OF TAXES	\$2,000.00	\$0.00	\$2,000.00	\$0.00	0.00%	\$0.00
Source - 1310 INTEREST EARNINGS	\$3,000.00	\$6,117.51	\$0.00	\$3,117.51	203.92%	\$4,331.64
Source - 1410 RENTAL OF SCHOOL FACILITIES	\$500.00	\$0.00	\$500.00	\$0.00	0.00%	\$0.00
Source - 1440 SALES OF EQUIP,SERV,& MATERIAL	\$2,940.00	\$2,164.00	\$776.00	\$0.00	73.61%	\$2,164.00
Source - 1530 DAMAGES TO SCHOOL PROPERTY	\$0.00	\$406.72	\$0.00	\$406.72	N/A	\$0.00
Source - 1590 MISCELLANEOUS REIMBURSEMENTS	\$20,000.00	\$1,611.64	\$18,388.36	\$0.00	8.06%	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$10,000.00	\$12,000.00	\$0.00	\$2,000.00	120.00%	\$0.00
Source - 1710 STUDENTS' LUNCHES	\$24,685.14	\$4,675.10	\$20,010.04	\$0.00	18.94%	\$0.00
Source - 1720 ALA CARTE	\$2,268.50	\$38.00	\$2,230.50	\$0.00	1.68%	\$0.00
Source - 1730 ADULT LUNCHES/BREAKFASTS	\$2,758.25	\$2,240.00	\$518.25	\$0.00	81.21%	\$492.20
Series - 1000 Total	\$448,198.80	\$320,145.82	\$133,577.21	\$5,524.23	71.43%	\$260,613.01
Series - 2000						
Source - 2100 COUNTY 4 MILL AD VALOREM TAX	\$51,969.18	\$38,292.79	\$13,676.39	\$0.00	73.68%	\$34,050.94
Source - 2200 COUNTY APPORT. (MORTGAGE TAX)	\$10,285.26	\$7,929.05	\$2,356.21	\$0.00	77.09%	\$1,544.62
Source - 2300 RESALE OF PROPERTY FUND DIST.	\$0.00	\$3,486.67	\$0.00	\$3,486.67	N/A	\$0.00
Series - 2000 Total	\$62,254.44	\$49,708.51	\$16,032.60	\$3,486.67	79.85%	\$35,595.56
Series - 3000						
Source - 3110 GROSS PRODUCTION TAX	\$344.34	\$95.44	\$248.90	\$0.00	27.72%	\$15.86
Source - 3120 MOTOR VEHICLE COLLECTIONS	\$133,285.56	\$81,421.18	\$51,864.38	\$0.00	61.09%	\$11,673.67
Source - 3130 RURAL ELECTRIC COOP.TAX	\$70,251.93	\$40,262.04	\$29,989.89	\$0.00	57.31%	\$5,203.02
Source - 3140 STATE SCHOOL LAND EARNINGS	\$50,579.31	\$30,553.56	\$20,025.75	\$0.00	60.41%	\$6,031.85
Source - 3150 VEHICLE TAX STAMPS	\$379.92	\$213.21	\$166.71	\$0.00	56.12%	\$40.96
Source - 3210 FOUNDATION AND SALARY INCEN.	\$1,463,529.67	\$761,234.95	\$702,294.72	\$0.00	52.01%	\$102,643.83
Source - 3250 EDUCATION FLEX.BENEFIT ALLOW.	\$315,515.28	\$158,104.00	\$157,411.28	\$0.00	50.11%	\$26,250.28
Source - 3415 READING SUFFICIENCE ACT	\$0.00	\$2,934.00	\$0.00	\$2,934.00	N/A	\$0.00
Source - 3420 STATE TEXTBOOK	\$16,542.77	\$16,542.77	\$0.00	\$0.00	100.00%	\$0.00
Source - 3720 STATE MATCHING	\$903.34	\$0.00	\$903.34	\$0.00	0.00%	\$0.00
Source - 3811 COMP. HS VOC. SALARY REIM.	\$11,200.00	\$6,060.00	\$5,140.00	\$0.00	54.11%	\$0.00
Source - 3812 VOC. PROG. INCENTIVE ASSIST.	\$15,481.00	\$9,482.00	\$5,999.00	\$0.00	61.25%	\$0.00
Series - 3000 Total	\$2,078,013.12	\$1,106,903.15	\$974,043.97	\$2,934.00	53.27%	\$151,859.47
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$4,000.00	\$2,040.00	\$1,960.00	\$0.00	51.00%	\$2,040.00
Source - 4140 TITLE VII INDIAN EDUCATION	\$11,531.00	\$6,696.25	\$4,834.75	\$0.00	58.07%	\$1,346.24

*Surplus
old Computers*

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Source - 4180 TITLE VI SMALL RURAL SCHOOL	\$23,228.00	\$5,001.88	\$18,226.12	\$0.00	21.53%	\$0.00
Source - 4210 TITLE I-BASIC PROGRAM	\$46,229.00	\$27,080.60	\$19,148.40	\$0.00	58.58%	\$7,841.62
Source - 4271 TITLE II PART A TEACHER/PRIN T	\$12,147.00	\$12,147.66	\$0.00	\$0.66	100.01%	\$3,491.41
Source - 4310 INDIV.WITH DISABIL:IDEA -B	\$64,935.00	\$39,192.74	\$25,742.26	\$0.00	60.36%	\$5,084.88
Source - 4340 PRESCHOOL AGES 3-5 IDEA-B	\$1,821.00	\$1,821.70	\$0.00	\$0.70	100.04%	\$0.00
Source - 4442 TITLE IV LEAS FORMULA	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	\$10,000.00
Source - 4689 OTHER MISC. SOURCES OF FED.REV	\$38,000.00	\$31,337.16	\$6,662.84	\$0.00	82.47%	\$487.32
Source - 4710 LUNCHES	\$25,610.82	\$50,507.70	\$0.00	\$24,896.88	197.21%	\$9,161.22
Source - 4720 BREAKFASTS	\$9,069.19	\$18,712.80	\$0.00	\$9,643.61	206.33%	\$3,432.94
Source - 4821 EQUALIZATION (CARL PERKINS)	\$3,500.00	\$0.00	\$3,500.00	\$0.00	0.00%	\$0.00
Series - 4000 Total	\$250,071.01	\$204,538.49	\$80,074.37	\$34,541.85	81.79%	\$42,885.63
Series - 5000						
Source - 5100 Return of Assets	\$10,000.00	\$0.00	\$10,000.00	\$0.00	0.00%	\$0.00
Source - 5160 ACTIVITY FUND REIMBURSEMENT	\$0.00	\$7,800.00	\$0.00	\$7,800.00	N/A	\$0.00
Source - 5600 CORRECTING ENTRY	\$0.00	\$0.00	\$0.00	\$0.00	N/A	\$0.00
Series - 5000 Total	\$10,000.00	\$7,800.00	\$10,000.00	\$7,800.00	78.00%	\$0.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$365,299.10	\$0.00	\$365,299.10	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$365,299.10	\$0.00	\$365,299.10	\$0.00	0.00%	\$0.00
Fund - 11 GEN FUND-FOR OP Total	\$3,213,836.47	\$1,689,095.97	\$1,579,027.25	\$54,286.75	52.56%	\$490,953.67

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 21 Building						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$52,601.09	\$40,301.09	\$12,300.00	\$0.00	76.62%	\$36,209.74
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,273.17	\$0.00	\$1,273.17	N/A	\$38.19
Source - 1310 INTEREST EARNINGS	\$0.00	\$33.17	\$0.00	\$33.17	N/A	\$5.20
Series - 1000 Total	\$52,601.09	\$41,607.43	\$12,300.00	\$1,306.34	79.10%	\$36,253.13
Series - 4000						
Source - 4130 TITLE VIII-IMPACT AID	\$0.00	\$8,148.00	\$0.00	\$8,148.00	N/A	\$8,148.00
Series - 4000 Total	\$0.00	\$8,148.00	\$0.00	\$8,148.00	N/A	\$8,148.00
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$66,870.43	\$0.00	\$66,870.43	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$66,870.43	\$0.00	\$66,870.43	\$0.00	0.00%	\$0.00
Fund - 21 Building Total	\$119,471.52	\$49,755.43	\$79,170.43	\$9,454.34	41.65%	\$44,401.13

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 31 BOND FUND						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$80.88	\$0.00	\$80.88	N/A	\$6.67
Series - 1000 Total	\$0.00	\$80.88	\$0.00	\$80.88	N/A	\$6.67
Series - 6000						
Source - 6110 CASH FORWARD-SURPLUS CASH FWD.	\$79,167.10	\$0.00	\$79,167.10	\$0.00	0.00%	\$0.00
Series - 6000 Total	\$79,167.10	\$0.00	\$79,167.10	\$0.00	0.00%	\$0.00
Fund - 31 BOND FUND Total	\$79,167.10	\$80.88	\$79,167.10	\$80.88	0.10%	\$6.67

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 41 Sinking						
Series - 1000						
Source - 1110 AD VALOREM TAX LEVY (CURRENT)	\$0.00	\$59,335.63	\$0.00	\$59,335.63	N/A	\$53,318.38
Source - 1120 AD VALOREM TAX LEVY (PR.YRS)	\$0.00	\$1,978.58	\$0.00	\$1,978.58	N/A	\$56.89
Source - 1310 INTEREST EARNINGS	\$0.00	\$99.25	\$0.00	\$99.25	N/A	\$15.59
Series - 1000 Total	\$0.00	\$61,413.46	\$0.00	\$61,413.46	N/A	\$53,390.86
Fund - 41 Sinking Total	\$0.00	\$61,413.46	\$0.00	\$61,413.46	N/A	\$53,390.86

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 60 SCHOOL ACTIVITY FNDS						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$153.35	\$0.00	\$153.35	N/A	\$22.69
Source - 1460 COMMISSIONS	\$0.00	\$4,248.10	\$0.00	\$4,248.10	N/A	\$2,484.80
Source - 1540 LOST TEXTBOOKS	\$0.00	\$47.00	\$0.00	\$47.00	N/A	\$0.00
Source - 1610 CONTRIBUTIONS/DONATIONS-PRIV.	\$0.00	\$1,491.17	\$0.00	\$1,491.17	N/A	\$0.00
Source - 1810 ADMISSIONS	\$0.00	\$6,472.00	\$0.00	\$6,472.00	N/A	\$2,134.00
Source - 1870 STATE PLAY-OFF REVENUE	\$0.00	\$4,605.00	\$0.00	\$4,605.00	N/A	\$0.00
Source - 1880 SUPPLIES & MAT.SOLD TO STUD.	\$0.00	\$620.00	\$0.00	\$620.00	N/A	\$0.00
Source - 1890 OTHER ATHLETIC REVENUE	\$0.00	\$6,382.40	\$0.00	\$6,382.40	N/A	\$290.00
Source - 1910 ADMISSIONS	\$0.00	\$7,743.00	\$0.00	\$7,743.00	N/A	\$0.00
Source - 1920 CONCESSION SALES	\$0.00	\$20,624.29	\$0.00	\$20,624.29	N/A	\$2,899.87
Source - 1950 RESALE MERCH.(NOT STU. STORE)	\$0.00	\$86,180.15	\$0.00	\$86,180.15	N/A	\$1,492.00
Source - 1971 FEES OR DUES	\$0.00	\$9,539.00	\$0.00	\$9,539.00	N/A	\$1,347.00
Source - 1972 DONATIONS	\$0.00	\$639.95	\$0.00	\$639.95	N/A	\$639.95
Source - 1990 OTHER SCHOOL ACT.FUND RECEIPTS	\$0.00	\$5,006.00	\$0.00	\$5,006.00	N/A	\$744.00
Series - 1000 Total	\$0.00	\$153,751.41	\$0.00	\$153,751.41	N/A	\$12,054.31
Series - 5000						
Source - 5120 CASH OR CHANGE	\$0.00	\$300.00	\$0.00	\$300.00	N/A	\$0.00
Series - 5000 Total	\$0.00	\$300.00	\$0.00	\$300.00	N/A	\$0.00
Series - 6000						
Source - 6140 ESTOPPED WARRANTS BY STATUTES	\$0.00	\$1,000.00	\$0.00	\$1,000.00	N/A	\$0.00
Series - 6000 Total	\$0.00	\$1,000.00	\$0.00	\$1,000.00	N/A	\$0.00
Fund - 60 SCHOOL ACTIVITY FNDS Total	\$0.00	\$155,051.41	\$0.00	\$155,051.41	N/A	\$12,054.31

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 86 HAIL STORM INSURANCE CLAIM						
Series - 1000						
Source - 1310 INTEREST EARNINGS	\$0.00	\$88.41	\$0.00	\$88.41	N/A	\$88.41
Source - 1510 INSURANCE LOSS RECOVERIES	\$0.00	\$838,300.67	\$0.00	\$838,300.67	N/A	\$749,387.76
Series - 1000 Total	\$0.00	\$838,389.08	\$0.00	\$838,389.08	N/A	\$749,476.17
Fund - 86 HAIL STORM INSURANCE CLAIM Total	\$0.00	\$838,389.08	\$0.00	\$838,389.08	N/A	\$749,476.17

Sterling Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 1/31/2021

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Report Total	\$3,412,475.09	\$2,793,786.23	\$1,737,364.78	\$1,118,675.92	81.87%	\$1,350,282.81

**TREASURER'S CASH BALANCES
AS OF JANUARY 31, 2021**

FNB OF FLETCHER

CHECKING .40

ACTIVITY FUND	\$138,107.48
GENERAL FUND	\$242,314.34
BUILDING FUND	\$44,061.67
BOND FUND	\$56,515.86
BOND TRANSPORATION FUND	\$0.00
SINKING FUND	\$132,208.07
INSURANCE FUND	\$746,119.08
	\$1,359,326.50

CD'S

GENERAL FUND (#7713)		
MATURES 6/10/21 1.50%	\$100,000.00	
GENERAL FUND (#7725)		
MATURES 4/17/21 2.00%	\$100,000.00	
		<u>\$200,000.00</u>

TOTAL CASH @ FNB OF FLETCHER **\$1,559,326.50**

TOTAL PLEDGES AS OF 1/31/2021 **\$2,150,000.00**

LIBERTY NATIONAL BANK

GENERAL FUND MATURES (1283) 1/8/2021 2.00%	\$100,001.64
GENERAL FUND	\$542,314.34
BUILDING FUND	\$44,061.67
BOND FUND	\$56,515.86
BOND TRANSPORATION FUND	\$0.00
SINKING FUND	\$132,208.07
INSURANCE FUND	\$746,119.09
ACTIVITY FUND	\$138,107.48
	\$1,659,326.51

Board Meeting Date: February 11, 2021

FY 21 BUILDING FUND

Vote to approve payment #3 in the amount of \$27108.54

FY 21 GENERAL FUND

Vote to approve purchase orders #178 in the amount of \$9000.00

Vote to approve warrants #584 through #693 in the amount of \$250711.20

FY 21 INSURANCE FUND

Vote to approve purchase order #3 in the amount of \$2120.00

FY 21 BOND FUND

Vote to approve payment #4 through #5 in the amount of \$2488.44

Sterling Schools
Encumbrance Register**Options:** Year: 2020-2021, Date Range: 7/1/2020 - 6/30/2021, PO Range: 178 - 999, Fund Codes: 11

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	178	01/14/2021	22619	VERIZON	HOT SPOT SERVICES	9,000.00
Non-Payroll Total:						\$9,000.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$9,000.00

Sterling Schools

Payment Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 1/1/2021 - 1/31/2021, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2021	11	584	01/07/2021	AMERICAN FIDELITY ASSURANCE CO	R	1/7/2021	1/31/2021	7	\$3,739.63
2021	11	585	01/07/2021	AMERICAN FIDELITY ASSURANCE CO	R	1/7/2021	1/31/2021	7	\$741.66
2021	11	586	01/07/2021	American Fidelity HSA Admin	R	1/7/2021	1/31/2021	7	\$100.00
2021	11	587	01/07/2021	CCOSA	R	1/7/2021	1/31/2021	7	\$102.00
2021	11	588	01/07/2021	INTERNAL REVENUE SERVICE	R	1/7/2021	1/31/2021	7	\$31,607.63
2021	11	589	01/07/2021	FNB OF FLETCHER	R	1/7/2021	1/31/2021	7	\$102,927.08
2021	11	590	01/07/2021	EMPLOYEE DEPOSIT ACCOUNT	R	1/7/2021	1/31/2021	7	\$1,265.00
2021	11	591	01/07/2021	OMES	R	1/7/2021	1/31/2021	7	\$34,660.86
2021	11	592	01/07/2021	OKLAHOMA TAX COMMISSION	R	1/7/2021	1/31/2021	7	\$4,846.00
2021	11	593	01/07/2021	OK TEACHERS' RETIREMENT SYSTEM	R	1/7/2021	1/31/2021	7	\$24,043.05
2021	11	594	01/07/2021	PROFESSIONAL OK. EDUCATORS FOU	R	1/7/2021	1/31/2021	7	\$168.00
2021	11	595	01/07/2021	STERLING CHILD NUTRITION FUND	R	1/7/2021	1/31/2021	7	\$492.20
2021	11	596	01/07/2021	TEXAS LIFE INS COMPANY	R	1/7/2021	1/31/2021	7	\$560.35
2021	11	597	01/07/2021	UNUM Life Insurance	R	1/7/2021	1/31/2021	7	\$185.43
2021	11	598	01/07/2021	CHRISSEY ALCORN	PD	1/7/2021			\$0.00
2021	11	599	01/07/2021	GARY B BARRETT	PD	1/7/2021			\$0.00
2021	11	600	01/07/2021	GINA K BARRETT	PD	1/7/2021			\$0.00
2021	11	601	01/07/2021	SHEILA BARTLETT	PD	1/7/2021			\$0.00
2021	11	602	01/07/2021	TAMRA BARTLETT	PD	1/7/2021			\$0.00
2021	11	603	01/07/2021	TIMOTHY BLACK	PD	1/7/2021			\$0.00
2021	11	604	01/07/2021	LETISHA BREAK	PD	1/7/2021			\$0.00
2021	11	605	01/07/2021	KARLI BRIDGES	PD	1/7/2021			\$0.00
2021	11	606	01/07/2021	KELLEY BRIDGES	PD	1/7/2021			\$0.00
2021	11	607	01/07/2021	RONITA BRIDGES	PD	1/7/2021			\$0.00
2021	11	608	01/07/2021	LISA BYRD	PD	1/7/2021			\$0.00
2021	11	609	01/07/2021	ANNETTE COOK	PD	1/7/2021			\$0.00
2021	11	610	01/07/2021	GEORGIA CROKE	PD	1/7/2021			\$0.00
2021	11	611	01/07/2021	ANNA F CURRY	PD	1/7/2021			\$0.00
2021	11	612	01/07/2021	MARTIN CURRY	PD	1/7/2021			\$0.00
2021	11	613	01/07/2021	MAUDIE ELIZABETH DAVIS	PD	1/7/2021			\$0.00
2021	11	614	01/07/2021	MARILYN J DUGGER	PD	1/7/2021			\$0.00
2021	11	615	01/07/2021	PENNY FASSETT	PD	1/7/2021			\$0.00
2021	11	616	01/07/2021	CASEY JOHNSON	PD	1/7/2021			\$0.00
2021	11	617	01/07/2021	TROY FEHRING	PN	1/7/2021			\$75.44
2021	11	618	01/07/2021	ORVILLE FESLER	PN	1/7/2021	1/31/2021	7	\$120.05
2021	11	619	01/07/2021	ZOE FOREHAND	PD	1/7/2021			\$0.00
2021	11	620	01/07/2021	TASHA GARRETT	PD	1/7/2021			\$0.00
2021	11	621	01/07/2021	ASHLEY HALE	PD	1/7/2021			\$0.00
2021	11	622	01/07/2021	JOHN B HOLMES	PD	1/7/2021			\$0.00
2021	11	623	01/07/2021	JANIE INGRAM	PD	1/7/2021			\$0.00
2021	11	624	01/07/2021	TIFFANY JOHLE	PD	1/7/2021			\$0.00
2021	11	625	01/07/2021	TONYA JORDAN	PD	1/7/2021			\$0.00
2021	11	626	01/07/2021	KIEL ROWAN	PD	1/7/2021			\$0.00
2021	11	627	01/07/2021	LORI A KING	PD	1/7/2021			\$0.00
2021	11	628	01/07/2021	WANDA L KITTELSON	PD	1/7/2021			\$0.00
2021	11	629	01/07/2021	GREGORY K LEMONS	PD	1/7/2021			\$0.00
2021	11	630	01/07/2021	CONNIE LOWE	PD	1/7/2021			\$0.00
2021	11	631	01/07/2021	TERRI MANSEL	PD	1/7/2021			\$0.00
2021	11	632	01/07/2021	ASHLYN MCCLURE	PD	1/7/2021			\$0.00
2021	11	633	01/07/2021	MARANDA MILAM	PD	1/7/2021			\$0.00
2021	11	634	01/07/2021	CHANDRA MONROE	PD	1/7/2021			\$0.00
2021	11	635	01/07/2021	VAN MONROE	PD	1/7/2021			\$0.00
2021	11	636	01/07/2021	KIM MOORE	PD	1/7/2021			\$0.00

Sterling Schools

Payment Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 1/1/2021 - 1/31/2021, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date	Date	Clearing	Clearing	Amount	
					Type	Voided	Registered	Date	No	
2021	11	637	01/07/2021	KATHY R NICKELL	PD		1/7/2021			\$0.00
2021	11	638	01/07/2021	TRENT PARRISH	PD		1/7/2021			\$0.00
2021	11	639	01/07/2021	LISA PAWLOWSKI	PD		1/7/2021			\$0.00
2021	11	640	01/07/2021	MARCELA GAMBOA PUCCIO	PN		1/7/2021			\$350.93
2021	11	641	01/07/2021	LISA QUICKLE	PD		1/7/2021			\$0.00
2021	11	642	01/07/2021	GINGER K SEIBOLD	PD		1/7/2021			\$0.00
2021	11	643	01/07/2021	DANIEL SMART	PD		1/7/2021			\$0.00
2021	11	644	01/07/2021	JESSICA SMART	PD		1/7/2021			\$0.00
2021	11	645	01/07/2021	CHERYL L SMITH	PD		1/7/2021			\$0.00
2021	11	646	01/07/2021	DARRELL STANLEY	PD		1/7/2021			\$0.00
2021	11	647	01/07/2021	JENNIFER TAYLOR	PD		1/7/2021			\$0.00
2021	11	648	01/07/2021	SHELDON THORNTON	PD		1/7/2021			\$0.00
2021	11	649	01/07/2021	LINDA SUE WARNER	PD		1/7/2021			\$0.00
2021	11	650	01/07/2021	MICHELE WOOLBRIGHT	PD		1/7/2021			\$0.00
2021	11	651	01/07/2021	DONALD YOUNGSTEDT	PD		1/7/2021			\$0.00
2021	11	652	01/07/2021	BEN E KEITH			1/7/2021	1/31/2021	7	\$1,370.43
2021	11	653	01/07/2021	AIMEE CARTER, PT			1/7/2021	1/31/2021	7	\$376.00
2021	11	654	01/07/2021	CENTERPOINT			1/7/2021	1/31/2021	7	\$3,890.22
2021	11	655	01/07/2021	CULLIGAN'S			1/7/2021	1/31/2021	7	\$10.25
2021	11	656	01/07/2021	ROBERT L. HINER			1/7/2021	1/31/2021	7	\$449.10
2021	11	657	01/07/2021	HILAND			1/7/2021	1/31/2021	7	\$1,131.03
2021	11	658	01/07/2021	JOHNSON PLUMBING			1/7/2021	1/31/2021	7	\$12,434.15
2021	11	659	01/07/2021	OTA PIKEPASS CUSTOMER SERVICE			1/7/2021	1/31/2021	7	\$1.20
2021	11	660	01/07/2021	PUBLIC SERVICE CO. OF OKLAHOMA			1/7/2021	1/31/2021	7	\$1,939.89
2021	11	661	01/07/2021	ROBERTSON THERAPY SERVICES, LLC			1/7/2021	1/31/2021	7	\$300.00
2021	11	662	01/07/2021	SOUTHERN HARDLINES, INC.-ELGIN			1/7/2021	1/31/2021	7	\$57.77
2021	11	663	01/07/2021	SOUTHWESTERN WELDING SUPPLY			1/7/2021	1/31/2021	7	\$946.00
2021	11	664	01/07/2021	STERLING PUB. WORKS AUTHORITY			1/7/2021	1/31/2021	7	\$515.22
2021	11	665	01/07/2021	THE HOME DEPOT PRO			1/7/2021	1/31/2021	7	\$577.72
2021	11	666	01/14/2021	CARDMEMBER SERVICES			1/14/2021	1/31/2021	7	\$276.99
2021	11	667	01/21/2021	ALLIANCE NETWORK SOLUTIONS, LLC			1/21/2021			\$2,127.25
2021	11	668	01/21/2021	SYNCB/AMAZON			1/21/2021	1/31/2021	7	\$685.33
2021	11	669	01/21/2021	BANCFIRST			1/21/2021	1/31/2021	7	\$500.00
2021	11	670	01/21/2021	CAMERON UNIVERSITY			1/21/2021			\$126.00
2021	11	671	01/21/2021	CARLS REFRIGERATION CO. INC.			1/21/2021	1/31/2021	7	\$151.95
2021	11	672	01/21/2021	CPI			1/21/2021	1/31/2021	7	\$150.00
2021	11	673	01/21/2021	MAUDIE ELIZABETH DAVIS			1/21/2021	1/31/2021	7	\$50.30
2021	11	674	01/21/2021	TOMMY GARDNER			1/21/2021	1/31/2021	7	\$4,047.00
2021	11	675	01/21/2021	JOHNSON PLUMBING			1/21/2021			\$105.00
2021	11	676	01/21/2021	LAWTON CONSTITUTION			1/21/2021	1/31/2021	7	\$132.29
2021	11	677	01/21/2021	POSTMASTER			1/21/2021	1/31/2021	7	\$275.00
2021	11	678	01/21/2021	SAM'S CLUB/SYNCHRONY BANK			1/21/2021	1/31/2021	7	\$1,020.35
2021	11	679	01/21/2021	THE ALARM GROUP INC			1/21/2021	1/31/2021	7	\$265.25
2021	11	680	01/21/2021	TIGER PAW QUICK MART			1/21/2021	1/31/2021	7	\$1,071.02
2021	11	681	01/21/2021	WHEELS EXPRESS INC.			1/21/2021	1/31/2021	7	\$740.00
2021	11	682	01/21/2021	WINDSTREAM			1/21/2021	1/31/2021	7	\$348.90
2021	11	683	01/21/2021	TYLER WRIGHT			1/21/2021	1/31/2021	7	\$148.00
2021	11	684	01/21/2021	EARLY LEARNING QUICK ASSESSMEN			1/21/2021			\$390.00
2021	11	685	01/28/2021	BRAINPOP			1/28/2021			\$405.00
2021	11	686	01/28/2021	RACHEL BUSH			1/28/2021			\$2,000.00
2021	11	687	01/28/2021	LOWES BUSINESS ACCOUNT/GECF			1/28/2021			\$23.74
2021	11	688	01/28/2021	OSSBA			1/28/2021			\$90.00
2021	11	689	01/28/2021	PERFORMANCE TIRE & LUBE, LLC			1/28/2021			\$972.00

Sterling Schools

Payment Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 1/1/2021 - 1/31/2021, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Registered	Clearing Date	Clearing No	Amount
2021	11	690	01/28/2021	PUBLIC SERVICE CO. OF OKLAHOMA		1/28/2021			\$2,318.31
2021	11	691	01/28/2021	SELLERS AIR CONDITIONING, INC.		1/28/2021			\$725.00
2021	11	692	01/28/2021	SUMMIT TRUCK GROUP, LLC		1/28/2021			\$1,405.99
2021	11	693	01/28/2021	THE HOME DEPOT PRO		1/28/2021			\$176.24
Non-Payroll Total:									\$44,725.89
Payroll Total:									\$205,985.31
Balance Foward:									\$1,274,197.62
Total:									\$1,524,908.82

Sterling Schools

Payment Register

Options: Year: 2020-2021, Fund: Building, Date Range: 1/1/2021 - 1/31/2021, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2021	21	3	01/21/2021	BANCFIRST			1/21/2021	1/31/2021	7	\$27,108.54
Non-Payroll Total:										\$27,108.54
Payroll Total:										\$0.00
Balance Foward:										\$45,455.65
Total:										\$72,564.19

Sterling Schools

Payment Register

Options: Year: 2020-2021, Fund: BOND FUND, Date Range: 1/1/2021 - 1/31/2021, Print Payroll Payments: True

Year	Fund	No	Date	Vendor	Date Type	Date Voided	Date Registered	Clearing Date	Clearing No	Amount
2021	31	4	01/21/2021	SYNCB/AMAZON			1/21/2021	1/31/2021	7	\$1,358.43
2021	31	5	01/21/2021	SHI INTERNATIONAL CORP.			1/21/2021			\$1,130.01
Non-Payroll Total:										\$2,488.44
Payroll Total:										\$0.00
Balance Foward:										\$21,373.69
Total:										\$23,862.13

Sterling Schools
Encumbrance Register**Options:** Year: 2020-2021, Date Range: 7/1/2020 - 6/30/2021, PO Range: 3 - 3, Fund Codes: 86

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
86	3	01/25/2021	762	SEIBOLD STEPHEN	SKYLIGHT REPAIR	2,120.00
Non-Payroll Total:						\$2,120.00
Payroll Total:						\$0.00
Balance Forward:						\$0.00
Report Total:						\$2,120.00

Sterling Public Schools | 2021-2022 CALENDAR Version 2

JULY '21						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

4 Independence Day

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

18 M.L. King Day

AUGUST '21						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

11 PT Conferences
21 Presidents' Day

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

6 Labor Day
17 PT Conf.

MARCH '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11 Columbus Day
31 Halloween

APRIL '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 Good Friday
17 Easter Sunday

NOVEMBER '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

11 Veterans Day
25 Thanksgiving Day

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

08 Mother's Day
30 Memorial's Day

DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

25 Christmas Day

JUNE '22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

19 Father's Day



DR PEPPER-ROYAL CROWN BOTTLING CO.
205 W. Kansas Ave. / PO Box 368
Chickasha, OK 73018

T: 405.224.1260
F: 405.224.6075

Feb 1, 2018 (Year 2 of 5)
Feb 12, 2019 (Year 3 of 5)
Feb. 10, 2020 (Year 4 of 5)

Sterling Schools Vending and Concession Contract

February 1, 2017 (Year 1 of 5)

Dr Pepper-Royal Crown Bottling Co. Of Chickasha, OK is pleased to submit this contract for approval by Sterling Schools.

Sterling Schools is agreeing to soft drink vending machines located on their campus for students and faculty exclusively from Dr Pepper-Royal Crown Bottling Co of Chickasha, OK. These machines will be owned and serviced by Dr Pepper-Royal Crown Bottling Co. of Chickasha, OK.

Dr Pepper-Royal Crown Bottling Co. of Chickasha, OK will provide visa coolers for the Sterling Schools concessions and will be the exclusive supplier for beverages. These visa coolers will be for products purchased from Dr Pepper-Royal Crown of Chickasha, OK only.

Dr Pepper-Royal Crown Bottling of Chickasha, OK is agreeing to donate \$2500 to use towards a scoreboard for Sterling Schools softball field.

This contract agreement will be valid for five years, but will be signed annually to be in accordance with Oklahoma school state regulations.

Brian Jones
Dr Pepper-Royal Crown Bottling Co.

2/1/17
Date

2-10-20

Jeffrey Nelson

Kyle Walker
Sterling Schools

2-7-17
Date

Shawn Nunley

2-13-18

2-12-18

Shawn Nunley



BLEDSON, HEWETT & GULLEKSON
CERTIFIED PUBLIC ACCOUNTANTS, PLLLP

Eric M. Bledsoe, CPA
Jeffrey D. Hewett, CPA
Christopher P. Gullekson, CPA

P.O. BOX 1310 • 121 E. COLLEGE ST. • BROKEN ARROW, OK 74013 • (918) 449-9991 • (800) 522-3831 • FAX (918) 449-9779

February 1, 2021

Dear Client:

Enclosed are two items regarding your 2020-21 fiscal year audit – 1) a one-page contract for the State Department of Education, and 2) a 2020-21 engagement letter. Please follow the instructions below to facilitate these documents.

- 1) Have your Board of Education “Approve the 2020-21 audit contract and engagement letter with Bledsoe, Hewett & Gullekson”.
- 2) Board president and clerk should sign the one-page contract. The superintendent can sign the engagement letter.
- 3) Make a photocopy of the contract for your files and/or minutes.
- 4) Send the original, signed contract and the signed copy of the engagement letter back to our office.
- 5) Upon receiving these items, we will make copies for our files and send the contract to the State Department of Education.

Please contact our office if you have any questions regarding this issue. We appreciate your business and look forward to serving you in the future.

Respectfully,

Eric, Jeff & Chris



BLEDSON, HEWETT & GULLEKSON
CERTIFIED PUBLIC ACCOUNTANTS, PLLLP

Eric M. Bledsoe, CPA
Jeffrey D. Hewett, CPA
Christopher P. Gullekson, CPA

P.O. BOX 1310 • 121 E. COLLEGE ST. • BROKEN ARROW, OK 74013 • (918) 449-9991 • (800) 522-3831 • FAX (918) 449-9779

January 29, 2021

Mr. Kent Lemons, Superintendent
Sterling Public Schools
P. O. Box 158
Sterling, OK 73567-0158

We are pleased to offer our bid and to confirm our understanding of the services we are to provide Sterling Public Schools (the District) for the year ended June 30, 2021. We will audit the financial statements – regulatory basis of the governmental activities, which collectively comprise the basic financial statements of the District, as of and for the year ended June 30, 2021. We understand the financial statements will be presented in accordance with a financial reporting model, and prepared using a regulatory basis of accounting, as prescribed by the Oklahoma State Department of Education.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance.

- Preparation of the 2021-22 Temporary Appropriations
- Preparation of the 2021-22 Estimate of Needs
- State Auditor and Inspector's filing fee for your 2020-21 audit report
- Presentation of the 2020-21 audit report to your Board of Education
- Supplemental Appropriations, as needed
- Preparation of 2020-21 Schedule of Expenditures of Federal Awards
- Unlimited toll-free telephone consultation throughout the year with District personnel relating to any matter of concern

Supplementary information accompanies the District's financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the third paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies, and is not intended to be and should not be used by anyone other than these specified parties. If during the audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedule of expenditures of federal awards, and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any non-audit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal control, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the government activities, each major fund, and the aggregate remaining fund information of the District in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or government regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, fund sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Controls

Our audits will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Bledsoe, Hewett & Gullekson, CPAs, PLLP, and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to Oklahoma State Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Bledsoe, Hewett & Gullekson, CPAs, PLLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the Oklahoma State Department of Education, U. S. Department of Education and Office of Management and Budget. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for these services will be at our standard hourly rates ~~plus~~ out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$5,200. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2019 peer review report and letter of comment is available on our website, www.bhgaudit.com.

We appreciate the opportunity to be of service to Sterling Public Schools and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Bledsoe, Hewett & Gullekson

Bledsoe, Hewett & Gullekson
Certified Public Accountants, PLLP

RESPONSE

This letter correctly sets forth the understanding of Sterling Public Schools.

By: _____

Title: _____

Date: _____

Joy Hofmeister
State Superintendent of Public Instruction
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Oklahoma City, Oklahoma 73105-4599

CONTRACT FOR AUDIT OF PUBLIC SCHOOLS
2020-2021 SCHOOL YEAR

The Audit reports are to be made in accordance with Oklahoma Statutes and the Rules and Regulations of the State Board of Education. The contracting auditing firm stipulates that the audit will include a financial and compliance examination in accordance with the standards for financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; when applicable, the provisions of the Uniform Administrative Requirements Cost Principles, and Audit Requirements for Federal Awards, also known as 2 C.F.R Part 200. The contracting auditing firm is currently included on the State Board of Education's list of approved public school auditors.

We, the undersigned, do hereby further stipulate that we have entered into an agreement to provide an annual audit of the financial affairs and transactions of all funds and activities of the school district specified below. The audit period shall cover the 2020-2021 fiscal year beginning July 1, 2020, and ending June 30, 2021.

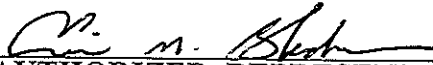
This audit contract was approved by the Board of Education and entered in the minutes of its meeting on the _____ day of _____, 2021.

ATTEST:

_____ Clerk	_____ President	
_____ District	_____ County	_____ County/District Number
Approved this _____	Day of _____	2021.

Bledsoe, Hewett & Gullekson, CPAs PLLLP

AUDITING FIRM



SIGNATURE OF AUTHORIZED REPRESENTATIVE OF AUDITING FIRM

PLEASE EXECUTE THIS FORM IN TRIPLICATE:

- (1) copy for the school file
- (1) copy for the contracting auditing firm
- (1) copy to be submitted to the State Department of Education

EMAIL A SIGNED CONTRACT TO KATHERINE.BLACK@SDE.OK.GOV OR MAIL A

COPY TO: Katherine Black, Executive Director, Financial Accounting
Oklahoma State Department of Education
2500 North Lincoln Boulevard, Suite 420
Oklahoma City, Oklahoma 73105-4599

MUST BE FILED NO LATER THAN JUNE 30, 2021

Contracts dated prior to January 20, 2021, will **not** be accepted.
Contracts which do not contain **all** of the above provisions **will not** be accepted.

DIABETES MEDICAL MANAGEMENT PLAN

This plan was created by the personal health care team of _____. This document sets out the health services that may be needed by the student at school.

The student shall be permitted to attend to the management and care of the diabetes of the student as follows:

- 1. Performing blood glucose level checks;
2. Administering insulin through the insulin delivery system used by the student;
3. Treating hypoglycemia and hyperglycemia;
4. Possessing on his/her person at any time any supplies or equipment necessary to monitor and care for the diabetes of the student; and
5. Otherwise attending to the management and care of the diabetes of the student in the classroom, in any area of the school or school grounds, or at any school-related activity. A private area will be available for the student to attend to the management and care of the student's diabetes.

The school nurse or a volunteer diabetes care assistant will assist the student with the management of their diabetes care as provided in this plan. The specific person assigned to assist this student is: _____.

In addition to the above, the following shall be included as a part of the student's diabetes management plan:

Agreed this ____ day of _____, 20__.

Parent or Guardian of Student

Principal (or designee)

School Nurse

Physician of Student

REFERENCE: 70 O.S. §1210.196.1, et seq.

DIABETIC STUDENT INFORMATION SHEET

Please be advised that _____ has diabetes. The parents of the student have provided the school district with written permission to provide this information to all school employees who will be responsible for providing transportation services to the student or may be required to supervise the student.

1. Emergency contact. If an emergency situation occurs, please contact _____ at _____.

2. Potential emergencies that may occur with regard to this student include:

3. This information is confidential medical information. Do not disclose this document or any medical information regarding this student to any person. Disclosure of this information shall result in disciplinary measure which could include termination of employment.

REFERENCE: 70 O.S. §1210.196.6

Update - No Change

SEARCH OF STUDENTS

The _____ Board of Education believes that all students should be free from unreasonable search and seizure by school officials. However, it shall be the policy of the board that the superintendent, principal, teacher, and security personnel shall have the authority to search a student and a student's property when there is reasonable suspicion for such searches. The superintendent is instructed to establish a regulation for board approval that supports this policy.

REFERENCE: 70 O.S. §24-102

New

**SEARCH OF STUDENTS
(REGULATION)**

In accordance with the policy of the board of education, searches of students shall be conducted under the following circumstances:

The superintendent, principal, teacher, or security personnel of this school (authorized personnel) may detain and search any student or students on the premises of the public schools, or while attending, or while in transit to, any event or function sponsored or authorized by the school only under the following conditions:

1. When any authorized person has reasonable suspicion that the student may have on the student's person or property alcohol, dangerous weapons, unauthorized electronic paging devices, controlled dangerous substances as defined by law, stolen property if the property in question is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or any other items which have been or may reasonably be disruptive of school operations or in violation of student discipline rules.
2. School lockers and school desks are the property of the school, not the student. Students have no expectation of privacy concerning lockers, desks, or other school property. The users of lockers, desks, and other storage areas or compartments have no reasonable expectation of privacy from school employees as to the contents of those areas. Lockers, desks, and other storage areas or compartments may be subjected to searches at any time with or without reasonable suspicion. Students are not to use any school area or property to contain any item that should not be at school. Students shall not exchange lockers or desks or use any lockers or desks other than those assigned to them by the principal.
3. Authorized personnel may search a student, within the limits of state and federal law (or this policy), whenever the student consents to such a search. However, consent obtained through threats or coercion is not considered to be freely and voluntarily given.
4. Authorized personnel conducting a search shall have authority to detain the student or students and to preserve any contraband seized.
5. Any searches of students as outlined herein will be conducted by an authorized person who is the same sex as the person being searched and shall be witnessed by at least one other authorized person who is of the same sex as the person being searched.
6. Strip searches are forbidden. No clothing except cold weather outer garments will be removed before or during a search.
7. Items that may be seized during a lawful search - in addition to those mentioned in paragraph 1 above - shall include, but not be limited to, any item, object, instrument, or material commonly recognized as unlawful or prohibited. For example: prescription or nonprescription medicines, switchblade knives, brass knuckles, billy clubs, and pornographic literature are commonly recognizable as unlawful or prohibited items. Such items, or any other items which may pose a threat to a student, the student body, or other school personnel, shall be seized, identified as to ownership if possible, and held for release to proper authority.

SEARCH OF STUDENTS, REGULATION (Cont.)

8. Any student found to be in possession of dangerous weapons, controlled dangerous substances, or other unlawful or prohibited items may be suspended by the superintendent for a period not to exceed the current school semester and the succeeding semester. Such suspension may be in addition to any civil or criminal liability.

REFERENCE: 70 O.S. §24-102
70 O.S. §24-101.3

Update

RELEASING STUDENTS TO POLICE

It is the policy of the _____ Board of Education that students must be released to police officers who have proper arrest authority and a valid arrest warrant. Identification of the arresting officers shall be recorded. The parents or legal guardian shall be notified as soon as possible of the arrest.

School employees may permit law enforcement to interview students who are witnesses and not accused of a crime. School employees do not have the legal authority to require a student who is being investigated for a crime to submit to questioning by police officers. Questioning of students at school by police officers shall be permitted in accordance with the requirements set forth in Oklahoma law. No such law enforcement custodial interrogation shall commence until the youthful offender or child and the parents, guardian, attorney, adult relative, adult caretaker, or legal custodian of the youthful offender or child have been fully advised of the constitutional and legal rights of the youthful offender or child, including the right to be represented by counsel at every stage of the proceedings, and the right to have counsel appointed by the court if the parties are without sufficient financial means; provided, however, that no legal aid or other public or charitable legal service shall make claim for compensation as contemplated herein.

A custodial interrogation of a youthful offender over sixteen (16) years of age shall conform with all the requirements for the interrogation of an adult, but only in the presence of the principal or his designee and only with permission of the parent/guardian or upon the written order of a court.

If a student is taken into custody, the arresting officer will be requested to complete a "Form for Signature of Arresting Officer."

LEGAL REFERENCE: 10A O.S. §2-2-301

New

FORM FOR SIGNATURE OF ARRESTING OFFICER

I, _____, a duly sworn peace officer and member of the _____ Department, have demanded that the minor _____ a student in the _____ school be surrendered to me, and pursuant to lawful authority, I have taken said student into my custody and am assuming full responsibility of said student.

Signature of Police Officer

Date

Badge or Credential Number

Time

(TO BE COMPLETED BY SCHOOL PERSONNEL)

Parents notified: _____

Reason for arrest: _____

Signature of administrator _____

- 1 copy for School Records
- 1 copy for Parent
- 1 copy for Police officer

New

SCHOOL SOCIAL MEDIA ACCOUNTS

The school district's social media accounts shall be monitored by the superintendent or superintendent's designee. Any social media accounts created shall be subject to all applicable state and federal laws. The school district is creating a limited public forum which allows for the communication of issues from the school district to the public. The school district will carefully monitor use as the social media accounts are to be utilized to communicate school events, activities, and operations to the public.

New

SCHOOL DISTRICT APPROVED SOCIAL MEDIA ACCOUNTS

Any employee who wishes to create a social media account to be utilized with operations of the school district, a classroom activity, or an extracurricular club or group associated with the school district shall comply with all District policies and state laws on the use of district-owned hardware, software and networks apply, as relevant, to the use of social media for a school, class or program.

Initially, the employee shall notify the Superintendent or Building Principal of a request to establish a social media site for a school, class or program.

Employees shall be prohibited from using a personal Facebook page or personal social media account for school-related purposes.

All social media accounts created shall have expectations for acceptable use listed on the social media site that are compliant with the District's expectations for acceptable use.

Accounts created shall not include posts that advocate for or against a political candidate or ballot initiative.

Employees and students shall refrain from posting or otherwise publishing images that include students without parental release forms on file for the specific social media site that was created.

The site's security settings should allow only approved participants access to the site. A building administrator must be approved as a participant for supervisory purposes.

All school policies regarding appropriate behavior in school or the classroom should be applied online. Students shall be disciplined for inappropriate posts or uploads which would violate district disciplinary policies.

Prior to use of the school district's logo or school-specific logos or mascots approval is required from the superintendent.

Update - ?

STAFF MEMBERS AND SOCIAL NETWORKING SITES

The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to the following prohibited behaviors:

- 1) Improper fraternization with students using Facebook and similar internet sites or social networks, or via cell phone, texting or telephone.
 - a. Teachers may not list current students as “friends” on networking sites.
 - b. All e-contacts with students should be through the district’s computer and telephone system.
 - c. All contacts and messages by coaches with team members shall be sent to all team members, except messages involving medical or academic privacy matters, in which case the messages will be copied to the athletic director and the school principal.
 - d. Teachers will not give out their private cell phone or home phone numbers to students without prior written approval of the district and the parent of the minor student.
 - e. Improper private contact via e-mail or phone is prohibited.
- 2) Inappropriateness of posting items with sexual content
- 3) Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol
- 4) Monitoring and penalties for improper use of district computers and technology

As per state law, employees are discouraged from sharing content or comments containing the following when directed at a citizen of the State of Oklahoma:

- 1. Obscene sexual content or links to obscene sexual content;
- 2. Abusive behavior and bullying language or tone;
- 3. Conduct or encouragement of illegal activity; and
- 4. Disclosure of any information required to be maintained as confidential by law, regulation, or internal policy.

“Social networking or “social media” means interaction with external websites or services based upon participant contributions to the content. Types of social media include social and professional networks, blogs, micro blogs, video or phone sharing and social bookmarking; and

“Comment” means a response to an article or social media content submitted by a commenter.

The Superintendent or designees will periodically conduct internet searches to see if teachers have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will download the offensive material and promptly bring that misconduct to the attention of the school district’s legal counsel for review.

Employees who engage in any of the above-referenced prohibited behaviors are subject to the possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line conduct.

REFERENCE: 74 O.S. § 840-8.1

***A copy of this policy shall be distributed to each affected employee by email.**

Updated

OPEN RECORDS ACT

It is the policy of the _____ Board of Education to recognize and facilitate the public's right of access to and review of public records. The district is not required to release information contained in its education records except in conformity with the provisions of the Open Records Act, Title 51, Oklahoma Statutes, Section 24 A.1. and only to the extent that said act does not violate federal law. (See GBA-R.)

The superintendent's secretary shall be the district's custodian of public records and shall be responsible for the preservation and care of those public records. At least one person shall be available at all times to release records during the regular business hours of the school district. Additionally, the superintendent may establish reasonable rules of procedure by which public records may be inspected.

The superintendent shall charge a fee to recover the reasonable direct costs of copying district records. The superintendent shall also charge a fee for the direct costs of searching for district records sought for solely commercial purposes or for searches that cause excessive disruption to the district's essential functions. In no case shall a search fee be charged for records sought in the public interest including, but not limited to, releases to the news media, scholars, authors, and taxpayers seeking to determine whether officials of the district are honestly, faithfully, and competently performing their duties as public servants. Fees for copies shall be paid in advance before the copies are made. A deposit may be required for search fees. The fee schedule for searching for and copying of district records shall be as follows:

Copies:		Research:
8 1/2" X 11" or		\$25.00 per hour
8 1/2" x 14"	\$.25 per copy	
11" x 17" ledger	\$.50 per copy	
Certified copy	\$1.00 per page	

All confidential student records as defined by state and federal law shall remain confidential and accessible only to authorized personnel. The district may make requested records available on the Internet to comply with the obligation of providing prompt, reasonable access to records.

REFERENCE: 51 O.S. §24 A.1, et seq.

NOTE: If regular business hours are not maintained, the school district is required by law to post and maintain a written notice at the main office of the school district and with the county clerk, which notice shall include the following: (1) the hours records are available for inspecting, copying, and reproduction; (2) the name, address, and telephone number of the individual in charge of the records; and (3) detailed procedures for obtaining access to the records at least two days of the week, excluding Sunday.

Updated

**OPEN RECORDS ACT
(REGULATION)**

In accordance with the policy of the board of education to recognize and facilitate the public's right of access to and review of the district's public records, the following regulations shall apply:

Public access to district records shall be provided in accordance with applicable federal and state laws and regulations. The district shall implement the following procedures to provide prompt and reasonable access to its records in a manner that protects the integrity and organization of its records and prevents excessive disruptions of its essential functions.

1. Records specifically exempted by law from public inspection and copying are also exempted from this policy, including but not limited to:
 - A. Records which relate to internal personnel investigations including examination and selection material for employment, hiring, appointment, promotion, demotion, discipline, or resignation.
 - B. Records where disclosure would constitute a clearly unwarranted invasion of personal privacy such as employee evaluations, payroll deductions, employment applications submitted by persons not hired by the public body, and transcripts from institutions of higher education maintained in the personnel files of certified public employees (may disclose degree obtained and curriculum on the transcripts of certified public employees).
 - C. Records of what transpired during meetings of the district's board of education lawfully closed to the public, such as executive sessions authorized under the Oklahoma Open Meeting Act. The following information may be kept confidential:
 1. Investigative evidence of a plan or scheme to commit an act of terrorism;
 2. Assessments of the vulnerability of government facilities or public improvements to an act of terrorism and work papers directly related to preparing the assessment of vulnerability;
 3. Plans for deterrence or prevention of or protection from an act of terrorism;
 4. Plans for response or remediation after an act of terrorism;
 5. Information technology of a public body or public official but only if the information specifically identifies:
 - a. Design or functional schematics that demonstrate the relationship or connections between devices or systems;
 - b. System configuration information;
 - c. Security monitoring and response equipment placement and configuration;
 - d. Specific location or placement of systems, components, or devices;

OPEN RECORDS ACT, REGULATION (Cont.)

- e. System identification numbers, names, or connecting circuits;
 - f. Business continuity and disaster planning, or response plans; or
 - g. Investigation information directly related to security penetrations or denial of services; or
6. Investigation evidence of an act of terrorism that has already been committed.

The term "terrorism" means any act encompassed by the definitions set forth in Section 1268.1 of Title 21 of the Oklahoma Statutes.

- D. The home address or social security number of any employee or former employee.
2. Requests for the inspection and copying of district records will be accommodated by district personnel designated to release district records for inspection and copying as soon as it is determined the requested records are not exempt from inspection and copying. Such determination may require the consideration of the superintendent and/or the district's attorney. Records shall only be available during the regular business hours of the district's administration building.
3. The superintendent shall charge a fee to recover the reasonable direct costs of copying district records. The superintendent shall also charge a fee for the direct costs of searching for district records sought for solely commercial purposes or for searches which cause excessive disruption to the district's essential functions. Search fees shall not be charged for records sought in the public interest, including, but not limited to releases to the news media, scholars, authors, and taxpayers seeking to determine whether officials of the district are honestly, faithfully, and competently performing their duties as public servants. Fees for copies shall be paid in advance before the copies are made. A deposit may be required for search fees. The fee schedule for searching for and copying of district records shall be as follows:

Copies: 8 1/2" x 11" - \$.25 per copy
8 1/2" x 14" - \$.25 per copy

Search fee: \$_____ per hour

The referenced fees shall be posted at the principal office of the school district and with the county clerk.

4. The following records shall be kept confidential by the district:
- A. Individual student records;
 - B. Teacher lesson plans, tests, and other teaching material; and
 - C. Personal communications concerning individual students;

OPEN RECORDS ACT, REGULATION (Cont.)

- D. Personnel records which relate to internal personnel investigations including examination and selection material for employment, hiring, appointment, promotion, demotion, discipline, or resignation; or
 - E. Personnel records whose disclosure would constitute a clearly unwarranted invasion of personal privacy such as employee evaluations, payroll deductions, or employment applications submitted by persons not hired by the public body.
5. An employee of the district shall have a right of access to the employee's own personnel file.

REFERENCE: 51 O.S. §24A.5
51 O.S. §24A.27

CROSS-REFERENCE: Policy BEC, Executive Sessions

Updated

**DEVELOPMENT OPPORTUNITIES:
BOARD MEMBERS**

The school board in modern America faces a difficult set of challenges. It must fashion a quality educational program to prepare children for an unpredictable tomorrow. It must decide complex issues of policy and principle. It must oversee the prudent management of our community's extensive school facility. It is right and proper for the public to expect its elected and/or appointed board members to demonstrate high qualities of leadership as they deal with affairs of the public schools. ~~It is also right and proper for a school board to expect public support for its efforts to enlarge the horizons and abilities of its members.~~

The board of education places a high priority on the importance of a planned and continuing program of in-service education for its members. The central purpose of the program is to enhance the quality and effectiveness of public school governance in our community. The board shall plan specific in-service activities designed to assist board members in their efforts to improve their skills as members of the policy-making body; to expand their knowledge about trends, issues, and new laws and ideas affecting the continued welfare of our local schools; and to deepen their insights into the nature of leadership in a modern democratic society.

Funds may be budgeted annually to support the program. Individual board members shall be reimbursed for out-of-pocket expenses incurred through participation in approved activities. The board, as a whole, shall retain the authority to approve or disapprove the participation of members in planned activities. ~~The public shall be kept informed through the news media about the board's continuing in-service education and about the programs anticipated for short- and long-range benefits to our schools.~~

The board regards the following as the kinds of activities and services appropriate for implementing this policy:

1. Participation in school board conferences, workshops, and conventions held by the state and national school boards associations.
2. District-sponsored training sessions for board members.
3. Subscriptions to publications addressed to the concerns of board members.

In order to control both the investment of time and funds necessary to implement this policy, the board establishes these principles and procedures for its guidelines:

1. A calendar of school board conferences, conventions, and workshops shall be maintained by the superintendent. The board will periodically decide which meetings appear to be most promising in terms of producing direct and indirect benefits to the school district.
2. Funds for participation at such meetings will be budgeted on an annual basis. When funds are limited, the board will designate which of its members would be the most appropriate to participate at a given meeting.
3. Reimbursement to board members for their travel expenses will be in accordance with the travel expense policy for staff members. (See policy DEE and DEE-R.)

Updated

DEVELOPMENT OPPORTUNITIES: BOARD MEMBERS (Cont.)

- 4. When a conference, convention, or workshop is not attended by the full board, those who do participate will be requested to share information, recommendations, and materials acquired at the meeting.

School board members are encouraged to attend virtual and in-person workshops presented by the county, state, and national school boards associations. Professional journals and books in the school libraries shall be made available to every board member. The Superintendent shall provide information to the full school board as to the status of school board member training credits under an appropriately worded agenda item. The report shall include the number of new or incumbent credits, as well as the number of continuing education credits each board member has earned. This report shall be provided to the members of the board of education at the August, November, February, and May regular meetings of the board of education.

By March 1, the Oklahoma State Department of Education will notify school board members who have not yet completed training requirements that they are required to do so. If the board member fails to earn training credits in the timeline set by statute, the Oklahoma State Department of Education will notify by certified mail the school boards and the superintendent that a board member has failed to earn the required training credits. The board of education will then have sixty (60) days from the final date that the member has to complete the requirements as indicated by receipt of the certified notice from the State Board of Education to declare the seat vacant.

**REFERENCE: 70 O.S. §5-110
70 O.S. §5-110.1**

Updated

BOARD POLICIES

The _____ Board of Education believes that the formulation of school policy is its primary function and responsibility.

School policies are statements that set forth the goals of the community and the board of education. School policies serve as guidelines for the successful and efficient functioning of the school system. They create a framework within which the administrative staff can successfully discharge its responsibilities in organizing and carrying out a sound educational program for all students.

Policies may be cooperatively formulated by the board of education working with students, teachers, and parents or legal guardians of students and stakeholders, but the final authority rests solely with the board. The implementation of school policy is the responsibility of the superintendent and the administrative staff.

A board policy statement may be added, or an existing policy statement may be changed or deleted at any board meeting by the approval of a majority of the membership, provided such action is properly announced by the agenda of that meeting.

REFERENCE: 70 O.S. §5-105, et seq.

Updated

**BOARD OF EDUCATION
EXECUTIVE OFFICER - SUPERINTENDENT**

The _____ Board of Education recognizes that the superintendent of schools is the executive officer of the board of education and the administrative head of the school system. The superintendent must hold an administrator's certificate recognized by the State Board of Education. If the superintendent is employed for the first time in Oklahoma, he or she must attend training seminars as required by the Oklahoma Department of Education. The following duties have been established for the office of the superintendent of schools:

1. The renewal of the superintendent's contract shall be considered by the board in accordance with the superintendent's contract and announced or tabled annually. It is the duty of the president of the board to notify the superintendent as soon as possible following the board's decision.
2. The superintendent is the executive officer of the board and the leader of the educational forces of the community. The board shall seek the superintendent's recommendation on school matters.
3. The superintendent shall attend all meetings of the board, be a nonvoting member, and advise the board on all school matters.
4. The superintendent shall make recommendations to the board of candidates for principal, teacher, and supervisory positions, as well as other employees of the school system as the need arises. The board shall not normally employ a school employee against the recommendation of the superintendent. The board will direct the superintendent to make additional recommendations if necessary.
5. The superintendent shall devote himself or herself to the study of public educational trends, keep the board informed on conditions of the schools of the district, and present recommendations for the determination of policy. The superintendent shall, once policies have been established, devise ways and means for their operation and make periodic reports on the success of such policies.
6. All purchases of supplies, materials, or equipment shall be made on authority of a purchase order approved by the superintendent, within the limits established by the board.
7. Responsibility for the operation and maintenance of the child nutrition program is delegated to the superintendent. Monthly reports regarding the financial status of the program shall be made available to the board of education.
8. The superintendent shall, each year, compose a calendar reflecting the days on which school will be dismissed, when school will end for the year, etc. The calendar shall be subject to approval by the board of education.
9. The superintendent shall prepare procedures for admitting non-resident children who apply for permission to attend school in this district and for the transfer of children who apply to attend schools in other districts.
10. The superintendent shall be responsible for the supervision of student disciplinary actions.
11. The superintendent shall be responsible for providing the ways and means for teaching the subjects required by the State Board of Education and such other subjects as may be designated or approved by the board of education.

BOARD OF EDUCATION, EXECUTIVE OFFICER - SUPERINTENDENT (Cont.)

- 12. The superintendent shall administer a complete curriculum as adopted by the board of education, in conformity with the regulations established by the State Department of Education.
- 13. The superintendent shall have all school accounts audited each year and a copy of it filed with the secretary of the board of education.
- 14. The superintendent shall visit personally all the schools sites of the district as often as practical. ~~in order to carefully observe the methods of instruction and the classroom management of teachers; suggest improvements; provide remediation of professional skills, if necessary; advise as to the best methods of instruction and classroom management; and pay special attention to the classification of students, the program of studies, and the apportionment of time allotted to each of the prescribed subjects.~~
- 15. The superintendent shall secure adequate plant facilities; standardize supplies, equipment and other materials used in the school; and formulate standard procedures for purchasing equipment in all departments of the school.
- 16. The superintendent shall prepare a well-coordinated budget by requiring the various divisions of the school system to participate in its development. At least quarterly, the superintendent shall provide to the board a financial analysis indicating the expenditures of the district and an opinion of the general financial condition of the district.
- 17. The superintendent shall have the authority to close any of the public schools in case of emergency.
- 18. The superintendent shall promote and model a culture of inclusion and equality for all students, families, employees and the community, including through the development and implementation of policies and practices that embrace diversity and honor individual differences.

REFERENCE: 70 O.S. §1-115, §116, §5-106

Adoption Date:

Revision Date(s): 5/1/13, 12/11/20

Page 3 of 2

2 of 2

New

**BOARD OF EDUCATION MEETINGS
VIDEOCONFERENCE REGULATIONS**

In accordance with state law, the _____ Board of Education may hold board meetings by videoconference. Whenever the (board president/superintendent) may determine that a meeting of the entire board could be best accomplished by videoconference, these guidelines must be followed:

1. Each board member must be visible to each other member and to the public via a video monitor.
2. No less than a quorum of board members must be present in person at the meeting site.
3. The agenda posted for the meeting must indicate that the meeting will include videoconferencing locations and shall state:
 - A. The location, address, and telephone number of each available videoconference site, and
 - B. The identity of each board member and the specific site from which each board member shall be physically present and participating in the meeting.
4. After the agenda is prepared and posted, no board member shall be allowed to participate in the meeting from any location other than the specific location posted on the agenda.
5. In order to allow the public the maximum opportunity to attend and observe each board member carrying out official duties, a board member or board members desiring to participate in a meeting by videoconference must do so from a site and room from within the district or political subdivision from which elected or appointed.
6. The site and room where a board member is present for the meeting must be open and accessible to the public and the public must be allowed into that site and room. The board of education may provide additional videoconference sites as a convenience to the public, but additional sites must not be used to exclude or discourage public attendance at any videoconference site.
7. The public must be allowed to participate and speak, as allowed by board policy, in the meeting at the videoconference site in the same manner and to the same extent the public is allowed to participate or speak in a meeting that is held on-site. (See also policy BED and BED-R.)
8. Any materials shared electronically between board members, before or during the videoconference, must also be immediately available to the public in the same form and manner as shared with the board members.
9. All votes occurring during any meeting conducted using videoconferencing must occur and be recorded by roll call vote.
10. Executive sessions cannot be conducted if a board meeting is being held via videoconference.

Out dated

**BOARD OF EDUCATION MEETINGS
TELECONFERENCING OR VIDEOCONFERENCE REGULATIONS**

Until November 15, 2020 or the Governor declaring the state of emergency to be terminated, whichever comes first the board of education may hold meetings by either teleconference or videoconference if each member of the school board is audible or visible to each other and the public. If at any time the audio connection is disconnected, the meeting shall be stopped and reconvened once the audio connection is restored.

Agendas shall be posted on the district's website at _____ and at the principal office of the school district in accordance with the Oklahoma Open Meeting Act. The board is not required to make the notice of the meeting available to the public in the principal office of the district or at the location of the meeting during normal business hours.

The meeting notice and agenda shall indicate if the meeting will include teleconferencing or videoconferencing. The notice and agenda shall also indicate each member of the board who will be appearing remotely and whether the member will be attending via videoconference or teleconference. The notice and agenda shall also include the identity of the member or members who will be physically present at the meeting site, if any.

After the meeting notice and agenda are prepared and posted as required by law, members of the board cannot alter their method of appearance unless a member who was planning to attend remotely would like to physically appear at the meeting site.

The public shall be allowed to participate and to speak at meetings, in the same manner and to the extent possible as the public is allowed to participate or speak under the district's public participation policy.

Any materials that will be shared electronically between members of the board of education during a meeting utilizing teleconferencing or videoconferencing shall be immediately available to the public in the same form shared with the members of the public body. The only exception to this would be any documents that are shared in a lawfully convened executive session under an appropriately worded agenda item.

All votes of the board shall be via roll call vote and shall be recorded in the minutes.

The board of education can conduct an executive session utilizing teleconference or videoconference. The meeting notice and agenda shall indicate if the executive session will include teleconferencing or videoconferencing. The notice and agenda shall also state:

1. The identity of each member appearing remotely,
2. The method of each member's remote appearance,
3. And whether any member will be physically present at the meeting site, if any, for the executive session.

The public meeting held by videoconference or teleconference shall be recorded either by written, electronic, or other means.

Updated

**REDUCTION-IN-FORCE
CERTIFIED PERSONNEL**

It is the policy of the _____ Board of Education that, in the event it becomes necessary to reduce the professional staff of this school district, reduction-in-force at any level may be based on any of the following conditions:

- Decrease in revenue,
- Decrease in student enrollment,
- Changes in educational programs or curriculum,
- Cancellation of programs, or
- Any other circumstances determined by the board.

Definitions

Career teacher means a teacher who:

- a. is employed by a school district prior to the 2017-2018 school year and has completed three (3) or more consecutive complete school years as a teacher in one school district under a written continuing or temporary teaching contract, or
- b. for teachers employed for the first time by a school district under a written continuing or temporary teaching contract during the 2017-2018 school year and thereafter.

(1) has completed three (3) consecutive complete school years as a teacher in one school district under a written continuing or temporary teaching contract and has achieved a district evaluation rating of "superior" as measured pursuant to the TLE as set forth in 70 O.S. § 6-101.16 of this act for at least two (2) of the three (3) school years,

(2) has completed four (4) consecutive complete school years as a teacher in one school district under a written continuing or temporary teaching contract, has averaged a district evaluation rating of at least "effective" as measured pursuant to the TLE for the four-year period, and has received a rating of at least "effective" for the last two (2) years of the four-year period, or

(3) has completed four (4) or more consecutive complete school years in one school district under a written continuing or temporary teaching contract and has not met the requirements of subparagraph "a" or "b" of this paragraph, only if the principal of the school at which the teacher is employed submits a petition to the superintendent of the school district requesting that the teacher be granted career status, the superintendent agrees with the petition, and the school district board of education approves the petition. The principal shall specify in the petition the underlying facts supporting the granting of career status to the teacher;

Probationary teacher means a teacher who:

- a. for teachers employed by a school district prior to the 2017-2018 school year and has completed fewer than three (3) consecutive complete school years as a teacher in one school district under a written teaching contract, or
- b. for teachers employed for the first time by a school district under a written teaching contract during the 2017-2018 school year and thereafter.

REDUCTION-IN-FORCE, CERTIFIED PERSONNEL (Cont.)

In the event any of the above conditions occur, every effort will be made to accomplish the necessary reduction by attrition, voluntary resignation, or voluntary retirement. Reduction-in-force will be made according to the following procedures:

1. The position will be the determining factor in a reduction, not the teacher occupying the position.
2. The primary basis used in determining the retention or reassignment of affected teachers when a school district implements a reduction-in-force plan shall be the ratings of the teachers as measured pursuant to the TLE as set forth in 70 O.S. § 6-101.16. The order of termination, for affected teachers, will be as follows:
 - A. A probationary teacher in an eliminated position will be terminated first
 - B. A career teacher in an eliminated position will be placed in a retained position in which the teacher is, at the time of the presentation of the recommendation to reduce force, certified by standard certification, provided the position is occupied by a probationary teacher.
 - C. If a career teacher is qualified for standard certification in a position held by a probationary or licensed teacher but does not have such a certificate, then such career teacher must have evidence of eligibility for such certification on file in a personnel file in the office of the superintendent at the time of the presentation of the recommendation to reduce force.
 - D. If there is more than one career teacher assigned to the position that is subject to being eliminated, the following criteria, in this order, will be used to determine which of the career teachers will be retained:
 1. Certification in a retained teaching position that is open. A career teacher with standard certification for the retained position will be retained over a probationary teacher.
 2. Seniority in continuous, full-time, contracted, certified employment in the district. (Approved medical leave shall not result in a break in service.)
 3. If certification and seniority are the same according to the above criteria, the determining factors in order of importance are:
 - a. Years of teaching experience in the retained position in the local school district.
 - b. Academic degree status:

A teacher with a doctor's degree will be retained over a teacher with a master's or a bachelor's degree; a teacher with a master's will be retained over a teacher with a bachelor's degree.
 - E. If there is more than one probationary teacher in the position being reduced, the criteria listed in D, 1 through 3, will be used in determining which probationary teacher or licensed teacher will be retained.

Optional

Personnel whose employment is terminated under the provisions of this policy shall be given priority for reemployment to fill subsequent vacancies in positions for which they have standard certification. Such

REDUCTION-IN-FORCE, CERTIFIED PERSONNEL (Cont.)

reemployment shall be in reverse order of termination according to the provisions of this policy. Priority for reemployment shall extend through _____ (date) *(note to exceed one year)*.

Any person terminated under the provisions of this policy who wishes to be considered for future vacancies must make formal application for a teaching position and must notify the superintendent by certified mail, restricted delivery, within ten (10) days following final board action on the termination, of the teacher's desire to remain an active applicant for a teaching position.

Legal Reference: 70 O.S. § 6-101.31

Update - No changes

**REDUCTION-IN-FORCE
SUPPORT PERSONNEL**

The _____ Board of Education believes that every reasonable effort should be made to avoid a reduction in force at any level. However, if it should become necessary to reduce the number of full-time support employees due to lack of funds or lack of work in a particular area, the position or program will be the determining factor and not the individuals who occupy the position or serve the program.

An employee is considered to be a full-time employee if the number of hours worked is the number of hours customarily worked in that position and if that position is designated as a full-time position by the board.

A reduction in force may occur for lack of funds, lack of work because of a decline in enrollment, consolidation of programs or positions, elimination of positions, or other circumstances as determined by the board.

If termination of employment should become necessary, notices of such terminations will be made as set forth in the policy governing suspension, demotion, or termination of support employees found elsewhere in this manual.

Any necessary terminations shall begin by dismissing temporary, seasonal, or part-time employees within the job category affected. These employees shall be terminated at the discretion of the board or the board's designee. Job categories are listed alphabetically as follows:

- a. Assistants for handicapped students
- b. Bus drivers
- c. Classroom assistants
- d. Food service
- e. Maintenance/custodial
- f. Media/library assistants
- g. Office personnel/assistants

If normal attrition and the release of temporary and part-time employees do not sufficiently reduce the support staff, the following items will be considered in the reduction process in the order listed:

- 1. Job qualification by training and years of experience
- 2. In the event that two or more employees in the affected category are equal in the above factor, termination shall be made on the basis of seniority within each general job category.

Supervisors and directors shall serve at the pleasure of the board and shall not be subject to the prescribed seniority order for reductions in force. Personnel whose positions are eliminated in one category may be considered for a position in another category.

Seniority shall be defined as the total length of service as a support employee within this district. Employees who are terminated and subsequently reinstated shall retain cumulative seniority for all periods worked except for the period of termination.

Demotions in position shall follow the same procedure as terminations.

REDUCTION-IN-FORCE, SUPPORT PERSONNEL (Cont.)

An employee who takes a voluntary demotion or a voluntary reduction in assigned time in lieu of termination shall be returned to a higher position or a position with more hours as vacancies become available, if the employee chooses to return.

I-Pad 3	SN: DYTKWE2CDKPH	16 GB
I-Pad 3	SN: DMPHHRK5DVGH	32 GB
I-Pad 3	SN: DYTHXHMYMDVGH	32 GB
I-Pad 3	SN: DMPJ2SCTDVGH	32 GB
I-Pad 3	SN: DMPHX6X2DVGL	32 GB
I-Pad 3	SN: DMPHT8BJDJ8R	32 GB
I-Pad 3	SN: DMPHV4K2DJ8R	32 GB
I-Pad 3	SN: DMPHGCD2DVGH	32 GB
I-Pad 3	SN: DYTHRB3GDVGH	32 GB
I-Pad 3	SN: DMPHF48FDVGH	32 GB
I-Pad 3	SN: DMPHD0HLDVGH	32 GB
I-Pad 3	SN: DMPJ2W0EDVGH	32 GB
I-Pad 3	SN: DYVHV5B2DVGH	32 GB
I-Pad 3	SN: DYTHRG1ZDVGH	32 GB
I-Pad 3	SN: DMPJ2QWADVGH	32 GB
I-Pad 3	SN: DMPHV4GPDJ8R	32 GB
I-Pad 3	SN: DLXH24XNDVGH	32 GB
I-Pad 3	SN: DYTHLY8HDVGH	32 GB
I-Pad 3	SN: DMPHVO38DJ8R	32 GB
I-Pad 3	SN: DMPHT279DJ8R	32 GB
I-Pad 3	SN: DMPHQDCTDVGH	32 GB
I-Pad 3	SN: DMPHHJTVDVGH	32 GB
I-Pad 3	SN: DKVMN0K9DJ8R	32 GB
I-Pad 3	SN: DMQHT4EDDJ8R	32 GB
I-Pad 3	SN: DMPHV4B4DJ8R	32 GB
I-Pad 3	SN: DKVMN0GCDJ8R	32 GB
I-Pad 3	SN: DMPHVD5UDVGH	32 GB
I-Pad 3	SN: DMPHT157DJ8R	32 GB

Sterling Public Schools
2020 Storm Restoration Project
1/13/21

Roofing (L&M)

1

Vendor	Base Bid			Remarks	
American Roofing	\$1,157,000	Past performance issue with JDH. No scheduled provided.			
Ford Roofing	\$1,270,000 *				
Redlands Roofing	\$1,497,500				
MRC Roofing	\$1,895,000				
Coontz Roofing	\$1,945,000				

5 Bids

Average:

Comments:

EIFS (L&M)

2

Vendor	Base Bid			Subcontract	Remarks
Martinez Plastering	\$12,621				
K&M Plaster	\$20,000				

2 Bids

Comments:

Painting (L&M)

3

Vendor	Base Bid			Subcontract	Remarks
Willis Paint	\$47,800				
Statewide Paint	\$89,070				

2 Bids

Comments:

Miscellaneous (L&M)

4

Vendor	A - OH Door	B - Windows	C - Signage		Remarks
Hall Bldg Products	\$5,800				
Brady's Glass		\$2,182			

2 Bids

Sterling Public Schools
2020 Storm Restoration Project
1/13/21

Comments:



JOE D. HALL G.C.

P.O. BOX 100 • ELK CITY, OK 73648
(580) 225-3770 • FAX (580) 225-3420

Prelim GMAX

BID SUMMARY

Sterling Public Schools - 2020 Re-Roof Project

Bid Date: 1/13/21

Award Date:

BID PKG #	SCOPE OF WORK	SUBCONTRACTOR	BID AMOUNT	REMARKS
	General Requirements		\$86,800	
1	Roofing (L&M)	Ford Roofing	\$1,270,000	
2	EIFS (L&M)	Martinez Plastering	\$12,621	
3	Painting (L&M)	Willis Painting	\$47,800	
5	Miscellaneous (L&M)	A - Overhead Door - Hall Bldg	\$5,800	
		B - Windows - Brady's Glass	\$2,182	
		C - Signage - Allowance	\$2,500	
		D - HVAC Unit Combing - N.I.C.		
	Code/Mechanical/Dump/Temp/Misc.	Budget Items	\$10,000	
	Plans/Printing/Mailing	Reimbursables	\$3,898	
		SUBTOTAL	\$1,441,601	
11	Total Bids	Bond/Liability/Builders Risk 2.825%	\$40,725	
5	Packages	Project Contingency 3%	\$44,470	
2.20	Bids Per Package	Construction Mgmt. Fee 10%	\$152,680	
	* Subject to all subs entering into contract with JDH.	GMAX TOTAL	\$1,679,476	

Excludes:

Scoreboard Repairs
HVAC work, combing of units, etc. Separate time and materials quote to be provided

BOARD OF EDUCATION MEETINGS TELECONFERENCING OR VIDEOCONFERENCE REGULATIONS

Until ~~February 15, 2022~~ ~~November 15, 2020~~ or until thirty (30) days after the expiration or termination of the ~~Governor declaring the state of emergency to be terminated~~ ~~declared by the Governor to respond to the threat of COVID-19 to the people of this state and public's peace, health, and safety~~, whichever comes first the board of education may hold meetings by either teleconference or videoconference if each member of the school board is audible or audible and visible to each other and the public. If at any time the audio connection is disconnected, the meeting shall be stopped and reconvened once the audio connection is restored.

Agendas shall be posted on the district's website at _____ and at the principal office of the school district in accordance with the Oklahoma Open Meeting Act. The board is not required to make the notice of the meeting available to the public in the principal office of the district or at the location of the meeting during normal business hours.

The meeting notice and agenda shall indicate if the meeting will include teleconferencing or videoconferencing. The notice and agenda shall also indicate each member of the board who will be appearing remotely and whether the member will be attending via videoconference or teleconference. The notice and agenda shall also include the identity of the member or members who will be physically present at the meeting site, if any. If a videoconference option is provided, the meeting must be broadcast via videoconference to the public regardless of whether the board members physically attend the meeting in accordance with Oklahoma law. If a code or password is required to access the videoconference meeting, the code or password shall be included on the agenda.

After the meeting notice and agenda are prepared and posted as required by law, members of the board cannot alter their method of appearance unless a member who was planning to attend remotely would like to physically appear at the meeting site.

The public shall be allowed to participate and to speak at meetings, in the same manner and to the extent possible as the public is allowed to participate or speak under the district's public participation policy.

Any materials that will be shared electronically between members of the board of education during a meeting utilizing teleconferencing or videoconferencing shall be immediately available to the public on the district's website. ~~in the same form shared with the members of the public body.~~ The only exception to this would be any documents that are shared in a lawfully convened executive session under an appropriately worded agenda item.

All votes of the board shall be via roll call vote and shall be recorded in the minutes.

The board of education can conduct an executive session utilizing teleconference or videoconference. The meeting notice and agenda shall indicate if the executive session will include teleconferencing or videoconferencing. The notice and agenda shall also state:

1. The identity of each member appearing remotely,
2. The method of each member's remote appearance,
3. And whether any member will be physically present at the meeting site, if any, for the executive session.

The public meeting held by videoconference or teleconference shall be recorded either by written, electronic, or other means.